

**TAVISTOCK TOWN COUNCIL
BUDGET AND POLICY COMMITTEE**

**TUESDAY 14th JUNE, 2022
PROSPECTIVE SCHEDULE OF WORKS**

1. PURPOSE OF THE REPORT

To provide the Committee and Council with opportunity to consider the developing position regarding Council prospective works to Council properties – those that need to be undertaken as a matter of urgency, those already in hand/committed to, and those which might (subject to future resource) be considered in due course.

2. CORPORATE POLICY CONSIDERATIONS

The effective management of physical resources underpin relevant aspects of the Council's Strategic Plan 2017-23 and contribute to both the built and natural environment.

3. LEGAL AND RISK MANAGEMENT ISSUES

The maintenance and repair of Council properties, putting and maintaining them in a safe state and adherence to relevant statutory and other relevant requirements forms a key aspect of the Council's role as custodian of many areas of the built environment. Associated risk issues potentially include:

- i) Availability of financial (including adequacy of reserves/Rolling Capital Programme) and non-financial resources to undertake the necessary works;
- ii) Failure to appropriately co-ordinate and prioritise essential works over discretionary leading to wasted scarce resource;
- iii) Adequacy/inadequacy of property maintenance planning to meet organisational needs and statutory/other requirements;
- iv) The particular demands of a predominantly listed estate.

4. RESOURCE ISSUES

The resource issues associated with this report are as set out therein and as informed by the accompanying (prior) report on Council savings. In combination these mean that only a limited number of projects can be achieved based on a recommended prioritisation as set out below, and in the identified order, subject to the availability of resources.

5. ENVIRONMENTAL ISSUES

There are no environmental issues directly arising in connection with this report. However, each project arising takes into account applicable environmental issues at the time of commissioning.

6. COMMUNICATION ISSUES

The content of this report has been developed in association with the Town Clerk and is derived from previous discussions of the Committee and Council.

7. RECOMMENDATIONS

The Budget & Policy Committee consider, amend and recommend that the Council endorse, the priority and let/committed/necessary categories of works as set out below acknowledging same are subject to the availability of funding.

1. INTRODUCTION

- 1.1 The Committee and Council will be aware from previous briefings, discussions, reports and service planning processes that post completion of the Townscape Heritage Initiative and Guildhall capital works there is still an extensive potential capital programme that needs to be considered/prioritised (including removal of some items not reasonably achievable in the foreseeable future) and funded accordingly.
- 1.2 It is important to note that the content of this report is, in effect, a working list, several projects will not be achievable now or for some time (if at all).
- 1.3 Accordingly this report follows on from the prior submission to the Budget and Policy Committee Meeting identifying potential (a 'long' list of) projects. As such this report identifies:
 - a) priority projects (must do's for safety or equivalent reasons);
 - b) let/committed contracts (ie already funded and representing 'work in hand') or similar;
 - c) other potential (discretionary) projects that the Council might wish to adopt in principle, subject to the availability of resources, in due course. In the interests of clarity this latter category will fall to final consideration by the new Council in 2023 (ie they are not currently fundable and, as such, included in brief only).
- 1.4 Subject to the foregoing qualification regarding category (c) projects, to assist so far as possible at this stage, the report will include progress to date, background, anticipated cost,

expected method and timescale for delivery and its priority rating (primarily assessed on a risk and benefit analysis).

- 1.5 Accordingly below is a list of Council capital projects which range from priority to committed/let and then to potential.

2. LIST OF PROJECTS

PRIORITY PROJECTS these are listed and funded on the RCP with the exception of item (d) which represents a necessary addition:

- a) Market Road/Retaining Wall - undermining/stability works (time critical, 2022, estimated £90,000 plus professional fees). This is a priority project in recognition of the status of the area as a public highway and the need to maintain safe and clear flow of traffic and pedestrians (see below re resurfacing).

Specific to the undermining/stability works identified in from the inspection and subsequent report (Nov 21) by JLA Consulting Engineers, acting on behalf of the Environment Agency, the Council recently agreed (Agenda Item 13, Budget and Policy Committee, 16th May 2022), to commit £17,550.20 to Crab Consulting Engineers to deliver Stage 1 to 5 of their fee proposal, which will reach the milestone of being in the position to let the capital contract. A meeting is being arranged with Crab Consulting Engineers for either W/C 20th or 27th of June, to be confirmed, to agree next steps re: the delivery of the above.

A budget has been earmarked for this project at £140,000, but this could appropriately be amended to include professional fees to £170,000 recognising that this is only a budget estimate and that an annual revenue commitment for an additional 4 years of approx. £10,000 per year should be allowed for, which will cover ongoing vegetation clearance and remedial repointing along chainage 77-200m of Market Rd. For clarity this overall figure includes a figure equivalent to the first two years allocated of projected revenue spend in the job estimate associated with vegetation clearance and pointing (ie £20,000).

- b) Museum structural works and dry rot (internal), (estimated £60,000 plus professional fees), structural design scope and drawings completed.

This is a priority project in recognition of the impact upon existing use and, in particular, the potential that failure to rapidly

remedy the issues could lead to further deterioration (and associated cost) in a listed building.

The above budget estimate has been revised to allow for professional fees and an allocation for dry rot treatment with a figure of £80,000 now hypothecated, and subject to investigations regarding the availability of grant funding with the tenant. The primary focus relates to the museum timber beam replacement temporary support works and installation of main UC galvanised steel beams. Currently due to structural settlement, clearly visible on the first floor, this first-floor wall on the underside of the structural timber beam is being supported by temporary props and it is an exclusion zone for all museum representatives. As previously reported, the structural design works have been commissioned and completed for both the temporary and permanent works at a cost of £3,500.

A meeting has been arranged for the third week of June with the conservation architect to agree next steps around procurement of the contract and seeking planning permission subject to discussions with the tenant regarding alternative sources of funding. Also, week commencing 23rd May the museum trustees were briefed on progress and anticipated timelines for delivery, subject to availability of Council funds. It was explained that the primary focus was achieving structural stability to enable occupation and that funding had not been allocated for external repointing, significant dry rot treatment, timber window repairs and re-plastering/decoration at this stage, subject to reviewing the Council capital programme. It is suggested that in due course the contract is procured in a way that additional works are easily disaggregated, should additional funds become available, e.g. grant applications. It is anticipated that the currently identified work will, subject to funding, be completed by March 2023.

- c) Tennis Club – this is a priority project representing a pre-committed obligation of £15,000 for resurfacing works, awaiting draw down.

The Committee will be aware from recent debate and reports that agreement has been reached with the tennis club regarding the method of resurfacing courts 1&2 and the conditions that are applied to this agreement. The Council have been advised that resurfacing works are intended to start in June 22, to apply a 6mm open graded asphalt surface course, consolidated depth 26-32mm, onto the current surface, after preparation, utilising the existing sub-base of ash and clinker.

Courtstall Services Ltd have agreed to a warranty of 2 years for this method of installation, and the tennis club have effectively agreed to underwrite the warranty for a further 8 years, committing to ensure courts 1&2 are maintained in a playable state for the duration of 10 years post completion of the works. The contract has been let for the value of £26,265 and the Council will release its £15,000 grant contribution at the appropriate stage of the contract, on receipt of request by the tennis club. All health and Safety documentation, QA and method statements/RAs have been reviewed and signed off by the Council. Note: The tennis club have also commissioned works to courts 7&8, to overlay the existing two asphalt courts with a synthetic turf surface as part of this contract with Courtstall Services Ltd.

- d) Upgrade of lightning conductors on Duke Street and Town Hall including excavation works (to be planned).

This is a (new) priority project in view of the requirements of BS EN/IEC 62305 Lightning Protection Standard (appended confidential report refers) – a budget of £30,000 is proposed.

LET/COMMITTED/NECESSARY WORKS

(Not all these are funded. It is therefore proposed that Council agree the order of delivery subject to funding)

- e) Museum rainwater good replacement and re-pointing: project let under property maintenance, IRO £15,000.

This contract has already been procured and competitively tendered, with the project let to AD Williams in March 22 for the value of £11,453 plus VAT. The works are anticipated to be completed in June 22, subject to receipt of materials specific to the bespoke manufacture of the downpipes. Tenants of the Subscription Library and Museum are regularly being updated regarding project programme arrangements.

The contract includes: replacing two existing rainwater pipes with 100mm internal diameter Code 7 cast lead, including beaded collars and brackets to match existing patterns and installing shoes and hoppers in Code 7 cast lead. To facilitate the works, alterations to the masonry string course are required for one downpipe along with repointing of all disturbed masonry, as well as installing a surface water trapped access gully to one downpipe. Note: further repointing of the external elevation will

be commissioned at the appropriate stage in the delivery of Project b) Museum Structural Works.

The above is being delivered under the 2022-23 (ie current year) 405/4036 property maintenance (revenue) budget and therefore has no capital budgetary implications.

f) Guildhall Car Park (land adjoining grassed area) – Drainage Works. The above is being delivered under the 2022-23 (ie current year) 405/4036 property maintenance (revenue) budget and therefore has no *capital* budgetary implications. This is additional expenditure following completion of the THI Guildhall car-park public realm enhancement works. During and post the maintenance period it is clear that there is a drainage issue re: surface water, flooding partially the path and the grassed area, opposite the Guildhall toilets, in-line with the seating, with the soakaway and french drain design being ineffective. To rectify this 24LM of ACO drainage will be installed, along with an ACO sump, which will include connecting into the existing crate soakaway. This contract has been let to RM Builders for £7,650.97.

g) Bannawell Play Park – this is a s106 grant funded project (overall value iro £75,000) that will require a match contribution from the Council estimated £10,000.

The Committee will be aware from previous discussions, arrangements are being implemented to install a new play-park at Bannawell, within the fenced area on the site of the old swimming pool, the current situation being that all the timber trail equipment has been removed due to age/condition, the ranch style chainlink fencing requires repairing/replacement, part of the boundary wall needs rebuilding, access gates/paths need renovation and the existing swing set will need removal prior to any new installation.

A meeting was held with Borough Officers in April 22 to discuss next steps with £63,500 S106 funds available to be spent on this site for play facilities. Following on from this meeting the process has been agreed around procurement, type of facility (including age range and materials), consultation process, type of conditions to be met and timeframes for project delivery. The aim is to have the facility installed, with ancillary area improvements completed by summer of 2023. This does include a match funding contribution by TTC of £10,000 which will be hypothecated to boundary improvements, more specifically

replacement of the boundary fencing. Specific to this, options are being considered with Tavistock Community Gardeners, re: natural hedging along the stream adjacent to the play facility as part of the on-going sustainability improvements. In extremis to deliver the project it may be necessary to draw on either equipment purchase and/or equipment maintenance/staffing budget to meet the Council match contribution.

- h) Town Hall re-roofing works, to be procured in 2022, to make watertight with associated works subject to funding estimated at £70,000.

This is a project that the Council has committed to achieve subject to funding. Members will be aware of the ongoing issues of water ingress primarily to the Mayors Parlour and associated spaces and the north entrance stairwell. The core focus specific to delivery of capital works relates to rectification of the roof detailing to the Mayors Parlour, replacing the secret gutter with new milled Code 6 stepped gutter linings and cutting out fully and replacing rotten wall-plates.

Progress to date includes production of the specification, prelims, drawings and schedule of works and an in-principle agreement with planning regarding the design approach. Next steps will include achieving consent and tendering the contract. It is recognised that realistically at least £250,000 could be spent on Town Hall works, specific to improvements to downpipe capacity, damp treatment, lead repairs, pointing, and re-plastering/redecoration internally, but due to budgetary constraints, the focus is on making the Mayors parlour watertight with associated design amendments to assist with future maintenance and make good damaged areas internally and if funds allow, to address the issues specific to the north entrance stairwell.

To ensure that this is achieved it is suggested that consideration be given, subject to the availability of funding, to the above budget being amended to £130,000 to deal with the three discrete projects

- 1) Mayors Parlour,
- 2) Central main hall front elevation bay window re-pointing,
- 3) North entrance stairwell remedials.

NOTE the funding position for the next two projects is dependent on decisions made above and other factors.

- i) Town Council Offices boiler system (we have managed to keep the system going during 21/22 but it will be replaced for 22/23 winter period, estimate £25-30,000).

Currently the TCOs heating system are served by two Keston boilers, which are obsolete specific to parts and significantly past their intended life expectancy. In the first quarter of 2022 just under £2,500 was committed to repairing the boiler system, recognising that this was a short-term intervention and that the system was inefficient and could fail again at any stage. After taking technical advice, it is recognised that it is highly probable that the system will again fail again this winter, beyond economical repair.

Therefore, if the Council maintains the existing status-quo of letting the offices on the ground floor and occupying to deliver Council services, consideration should be given to replacing the existing boiler system, or looking at alternative arrangements regarding tenant/staff welfare during the winter months, considered alongside the demonstrable increases in utility costs.

To replace the existing with two Worcester Bosch 40KW (ErP+Compliant), gas fired, condensing central heating boilers, with associated works the Council will need to budget IRO £24,000 and also allow for a professional system power flush of existing radiators for an additional cost just under £3,000. To deliver the above prior to the last quarter, a commitment would need to be undertaken shortly to allow for procurement and lead in time for materials at the point of letting the contract.

If Council take the medium-term approach regarding retention of the asset, future budgetary planning should include a full internal and external redecoration (including repairs to critical windows and replacement of RWGs) which are both overdue, an upgrade of lighting re: efficiency, modifications to the boundary wall to open up an additional parking space, localised external repointing and damp proofing at least two of the basement rooms.

- j) Market Rd resurfacing (influenced by (a)), and budget availability (likely £10,000 pot hole filling essential), Looking beyond that Council aspirations, e.g. redesign or resurface/line mark, either way needs significant regulating in 2022 are necessarily subject to funding availability.

This project is complicated to plan/assess due to a number of linked dependencies and associated pressures. For example, it is recognised that the Market Road wearing course is showing signs of failure throughout but any significant surfacing works must follow the completion of the Market Road/retaining wall works due to heavy plant/equipment and planned engineering works.

Equally there is stakeholder pressure due to the ineffective line marking which means that short stay parking is no longer enforceable, with a perceived detrimental impact on the business community.

In 2019, the opportunity was taken to commission a measured survey of Market Rd (economies of scale benefit re: carrying out the same for both THI public realm contracts in conjunction), which assists with the building blocks to consider options. Equally the Royal Visit in July 2019 provided the opportunity to experiment with alternative layouts (herringbone parking) which increased capacity. Alongside any reconfiguration/amendment of layout is the in-principle inclusion of the police bay, and to future proof arrangements, consideration should be given to bespoke parking and/or drop off relating to the Guildhall Gateway Centre Complex.

Therefore, there are four categories for consideration subject to the availability of resources:

1. Allocating a budget of £10,000 to fill in essential pot holes in the short term
2. Consider resurfacing from the Pannier Market exit road down towards Abbey Bridge and line mark this section only as per existing configuration. Note: This could be delivered independent of Market Road/retaining wall works due to its remote proximity to the core essential works which is further upstream, but any such works does have marriage value to the currently unfunded Guildhall toilets refurbishment. The estimated budget allocation for this is £40,000.
3. Post completion of the Market Rd/retaining wall works, allow to resurface and reline as per existing configuration, estimated at £80,000-£100,000, to include assessment of existing drainage systems and pathway improvements.
4. Review the layout, usage and surfacing products, with consideration of implementing a proposal with similar layout to that of the Royal visit, with the use of heritage materials similar to the recent THI public realm

enhancements. An allowance IRO £350,000-£400,000 for such a scheme seems appropriate.

If option 3 or 4 is a preference, given that neither are currently fundable, it is strongly suggested that a commitment of £10,000 is allocated in the short term to deal with essential pot hole repairs.

- k) Band stand refurbishment, Meadows: work in progress in-house, property maintenance

As previously reported and promoted the Council in-house have been refurbishing the bandstand. The timing of the works was aligned with a reduction in anti-social behaviour, which in part had meant that there was a consistent pattern of damage being caused to the bandstand ceiling and roof. During March/April the underside of the bandstand was fully refurbished along with carrying out slate repairs. Following representation from past and potential users, the bandstand was wired (future proofed) with the potential to install lighting. The remainder (next stage) of the refurbishment works are on hold until the last quarter (due to in-house seasonal commitments), but works outstanding include trenching/reinstatement and installation of lighting (estimated costs £2000 including in-house labour), redecoration of the internal masonry lower wall and repairs/redecoration of the timber facias, delivered under 405/4036.

In conjunction with the above, minor remedial repairs will be carried out to the tractor shed (adjacent to tennis courts), to include slate re-fixing, replacement of downpipes and repairs to the vented windows and Finlock guttering.

UNFUNDED OPTIONS

- l) Guildhall toilets refurbishment (primarily cosmetic resurfacing works in granite and resin), estimated £20,000.

There are two elements relating to this contract which relate to public realm improvements and asset refurbishment respectively.

Specific to the public realm improvements, the Committee will be aware that this was originally included within the Guildhall car-park public realm specification and was removed as part of the value engineering exercise post tender and prior to awarding the contract. The design work and specification are available to re-tender at the appropriate stage and there is a financial benefit

specific to a reduction in material costs as there was a surplus of granite setts from the public realm contract which can be reutilised with this within this project. Therefore, the core schedule relates to preparatory ground works, modifications to existing drainage, supply, installation of resin bonded surface, laying of granite setts and installation of bike racks previously located adjacent to Court Gate. The anticipated cost of this project is £20,000 and it has direct linkage to whatever options are considered for project j) Market Road resurfacing.

Specific to the refurbishment of the Guildhall toilets complex, a budget estimate of £10,000 should be considered for any essential refurbishment works which would include such aspects as a full redecoration, replacement of lighting, repairs to damaged windows/rainwater goods, repairs to the wallgate system, discussions on-going with the Borough Council re: approach specific to this. As a goodwill gesture Members may recall that TTC DOFF cleaned the toilet block (economies of scale benefit), when cleaning Court Gate arch and the War Memorial.

- m) Museum/Court Gate repointing works, opposite Town Hall elevation, estimate £10,000

This area was previously inspected with Westcountry Stonemasons to consider what work was essential rather than desirable. The main aspect relates to repairs to the masonry string course which is showing signs of cracking and pulling away from the museum façade adjacent to the Pannier Market entrance gate. Acknowledging that this is not funded, as a discrete piece of work it is intended to address this at the end of the financial year subject to available funds from 405/4036.

In addition to the above the area would benefit from a DOFF clean, some localised repointing using hydraulic lime mortar and some denibbing and selective replacement of water/frost damaged stonework. The overall estimate to undertake all of the above localised repairs is £15,000 if fully outsourced.

- n) Betsy Grimal's Tower/Still Tower, improvement works arising from commissioned condition survey and cost breakdown (£100,000) (medium to long term aspiration)

In 2017 the Council secured a grant of £9,745 from Historic England. The purpose of this funding was to appoint a conservation architect to survey, investigate and produce a condition survey assessment, including suggested proposals for

repair, stabilisation and conservation of Betsy Grimbal's Tower and The Still House Tower. In addition, the contract would be supported with a detailed quantity surveyor's budget costing outlining the conservation and restoration proposals and associated techniques for implementation.

Arising from the above, essential urgent remedial works were commissioned to mitigate some of the impacts of vegetation growth on both structures.

The Council is therefore in possession of a detailed specification, budget costings (dated Feb 2017), associated drawings which forms the constituent parts for tender purposes. It is recognised that this is a medium to long term aspirational project to deliver the scope in its entirety, working with heritage partners, with grant funding essential. It is intended to revisit options with this project in 2023, but for context, budget estimates to deliver the full scope of works identified in 2017 were: £68,434.75 for The Still House Tower and £163,787.78 for Betsy Grimbal's Tower.

- o) Butchers Hall re-pointing, side elevation adjacent to rear of Guildhall (not urgent)

This project represents good building maintenance practice but there are currently no signs of internal damp ingress arising from external defective pointing. This elevation was removed from the THI Butchers Hall external enveloping works contract due to availability of funds and prioritisation of works. It is intended to undertake some localised lime pointing in-house this year as part of a training programme with the Cornish Lime Company, therefore saving significant labour costs.

The above situation is also consistent with the rear courtyard elevations of the Guildhall complex, where any significant repointing was removed from the contract due to value engineering necessities.

- p) Cemetery chapel repointing and internal cleaning (not urgent but chapel not in use)

It has been widely reported the ongoing problems due to the nature of the construction materials and natural springs, specific to rising damp, efflorescence and algae staining. Discussions have been held with architects, specialists, WDBC Conservation Officer and others on how best to deal with this issue in the long term proactively rather than through reactive maintenance,

which has included installation of heating and ventilation interventions. Currently this is an ongoing problem and the chapel is currently not available for hire. It is intended to carry out another internal clean and treatment in the first quarter of 2023. To assist making the infrastructure more water tight, consideration in the medium term should be given to installing guttering along the top parapets and to repoint the whole structure. Budget estimates for the works will be sought in 2023.

- q) Duke Street rear, above colonnade, wire-scape removal and repairs/redecoration of windows (desirable, budget was only available to redecorate and repoint front elevation)

This project needs to be considered in the medium term. Members will be aware of the completion of the capital works to the front elevation of 9-18 Duke Street primarily specific to repointing of the stonework and refurbishment/redecoration to the windows, RWGs and guttering. It is prudent to plan within the next 5-10 years to refurbish/redecorate all the windows and RWGs to the rear and side elevation of 9-18 Duke Street. It is worth noting that scaffolding costs will be significant to deliver the above. Aligned with this work, now that super-fast broadband is incrementally being installed within the units along this stretch of properties, at the appropriate stage, it would be appropriate to liaise with the utility provider regarding the removal of the redundant and unsightly wiring directly above the colonnade roof, and to negotiate the removal of the telegraph pole at the rear of the Pannier Market opposite TASS. As part of the public realm works future proofing was carried out, with underground ducting installed in expectation of the pole's removal, which was quoted in excess of £30,000 for its removal by the utility provider as statutory undertaker previously at the time of the public realm contract

- r) Drake Statue/Duke of Bedford, clean/repair/treat

Consideration in the medium term should be given to cleaning the bronze statues of Drake and Duke of Bedford which would be specialist works, along with repairing the previously damaged dividers. It is estimated that the works would be IRO of £10,000 in total if undertaken on site.

Separate to the above, in-house the team will continue to clean the granite plinths for both statues, redecorate the railings around Sir Francis Drake and commission repairs and servicing of the floodlights.

- s) Town Hall boiler system (due to age and repair history could need replacement within next 5 years)

It is worth noting that in the first quarter of 2020 in excess of £10,000 was commissioned to maintain the heating system to Town Hall that had failed. For the period that there was no heating (approx. 2 months), the level of internal infrastructure deterioration specific to damp was significant. It has been advised by a specialist contractor that the life expectancy of the heating system is reaching its limit and that on-going interventions will most likely be less effective. Your Officers have been advised that to replace the heating system and to carry out modifications to the existing flue would most likely be in excess of £50,000. With that in mind your Officers have commissioned an assessment of the system and a report covering technical considerations and replacement options/costs.

- t) MOC flat roof repairs and RWGs replacement

A detailed condition survey will be carried out this year specific to this asset. Recent maintenance works has identified that there are signs of blistering on the flat roof meaning that there is a loss of adhesion and the materials are either holding water or air, even though the enveloping infrastructure has not failed specific to allowing water ingress. In addition, there are large sections of the existing uPVC gutting that is warped/deformed and therefore is either leaking or not running correctly and large sections will need to be replaced in the short to medium term using comparable materials consistent with the age and usage of the building.

- u) Cemetery resurfacing works (above chapel), within next 10 years

In 2017 the Council let a contract for the value of £56,130 to install crate soakaways in Plymouth Road Cemetery and lay plastic geogrid gravel retaining trackway around the parking area in front of the cemetery office and toilet, in front of the chapel and on the access and egress roads linking the two.

For future planning, as the cemetery burial ground is being utilised above the chapel, which will increase vehicular traffic, it is suggested that in the medium term a replication of the above is considered for the road surfaces alongside and above the chapel as well as installing a geogrid gravel parking area above the existing

TA section to the left at the top of the cemetery, which is not usable for new grave spaces due to the proximity of natural springs. For context re: budget implications, the footprint is larger than the previously let contract in 2017.

- v) Leisure Provision: due to age and material, options should be considered in the medium term

The Committee will be aware of interest in Tavistock replacing the existing skatepark provision (currently metal and tarmac), which is located within Bensons Meadow, with a concrete facility either there, or elsewhere. It is widely accepted that the existing provision is a challenge specific to maintenance, since its installation on 2004 due to the types of material specified and proximity to residential units. To replace a skatepark in concrete, the ballpark figure is £450 per square metre. More widely representation has also been received from groups keen to see such developments as a MUGA, basketball court and parkour. Currently those making representations are signposted to the Neighbourhood Development Plan to help inform the play and recreation strand of work it will be undertaking for the town. Research is being undertaken specific to new facilities, recognising there is also a large footprint currently being used for an advanced BMX track in the Meadows, specific to concrete skateparks and pump tracks and how best such developments could be funded/procured by grants and specialist providers.

- w) Monksmead park refurbishment, should consider allocating £50,000 within next 5 years

Due to the age and condition of the timber trail play equipment consideration should be given to its removal and replacement with equipment of more robust nature with added play value within the next 5 years. The swing unit and slide can remain as part of any new install project. In addition to the above, repairs have been carried out recently in-house to the ranch style boundary fencing, but it would be prudent to replace with more durable material at the same point the play equipment is replaced. To deliver this discrete project, the primary funding should be via grants, consistent with the approach at Courtlands, Whitchurch play area and Bannawell, with a percentage of match funding and project management met by the Council.

- x) Any upgrading of residential and other units to meet upcoming new energy performance requirements;

A significant piece of work will potentially be required over the next 24 months to review our properties specific to the requirements of energy performance. It is a legal requirement to have a valid energy performance certificate when a building is sold, rented or constructed and it is valid for 10 years. Currently properties only require an EPC rating of 'E' or above but under current suggested proposals, from 2025 all newly rented properties would require to have an EPC rating of 'C' or above and existing tenancies would have until 2028 to comply with any new rule changes, with caveated exemptions for listed buildings. This will need further detailed investigation in 2023 to plan ahead effectively.

- y) Acquisition of a new burial ground for future use (see RCP);
- z) Any future works to the Guildhall;

For context this is linked with project o) description and any future grant funded potential development, e.g. revisiting the proposal to demolish the courtyard outbuildings and build a rear extension re: welfare facilities should the one stop shop proposals on the 2nd floor be revisited and implemented (currently used as temporary welfare for shared occupiers).

- aa) Market Rd Cottages upgrade/modifications (dependent on planned usage, medium term)

This is linked directly with project i) Town Council Offices boiler system dependent on the Councils' approach regarding asset treatment and future strategic planning.

**WAYNE SOUTHALL
GENERAL MANAGER
TAVISTOCK TOWN COUNCIL
JUNE 2022**